

Access to study monitors using the EpicCare Link

The Froedtert Health requirement for a study monitor to request permission prior to be granted access to the EpicCare Link has not changed. This requirement acts as a protection mechanism for both patients and facilities.

The process for study monitors to obtain **read-only access** to IRB approved study participant records **through the EpicCare Link** includes the following steps:

1. Study coordinator provides the link to obtain access to the study monitor <https://www.froedtert.com/epiccarelink>.
2. Study monitor completes and submits the EpicCare access request form.
3. Within 1-2 weeks (initial or new request), the study monitor will receive an email granting access permission and login credentials.
4. It would be prudent for the study coordinator to consider providing the link to the study monitor well in advance of a first scheduled monitor visit to assure access for the first visit. This is particularly important when enrollment of first subject records is enrollment dependent.

Questions or issues with the application can be directed to-

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Release information to study monitors using EpicCare Link

After a study monitor is provided access to the EpicCare Link web portal, study coordinator will use Research Reports to release medical records to the monitor.

1. Go to your Epic **Learning Home Dashboard** and find the **Releasing Information to Study Monitors Tip Sheet** for step by step directions of how you assign subject medical records to your monitor.
2. Take the time to verify the medical records you have identified for release to the study monitor are those you intended to release. You are able to view released subject records in the Study Monitor Release Information section of the Research Snapshot and in the Study Monitor Releases for My Studies component on the Research Coordinator - My Studies Dashboard.
3. As a reminder, refer to the MCW Office of Research SOP [Use of Froedtert Epic CareEverywhere for Research \(PDF\)](#) for research coordinator access of subject information found in CareEverywhere for all research related purposes.